

CLEMSON UNIVERSITY
COMMISSION ON CLASSIFIED STAFF AFFAIRS
EXECUTIVE COMMITTEE MINUTES
Monday, August 31, 1992

Present: Sandy Smith, Teri Alexander, Dick Simmons, Patsy Sowell, Lynn Belding, Lynn Reeves, Cecil McCaskill, Phil Howard, JoAnn Abernathy, Ron Herrin

Absent: Ray Thompson, Fran Massey

From the Chair: The October Commission meeting will be held in Lehotsky Hall. The yearly agenda is approved. Ben posed a question about the recent budget information. Is it possible to get some issues clarified for classified staff? Sandy will invite Paul Michaud, Associate Vice-president for Personnel Management to talk to the full Commission at the September meeting.

Committee Reports:

Welfare/Policy - Lynn Belding reported that Paul Michaud is invited to their next meeting and any representatives should forward specific questions to her for Mr. Michaud. Job Specs are being loaded in DORIS. First Aid kits are being distributed in buildings for Housekeeping staff. Off-campus groups are encouraged to contact the Wellness Coordinator Ron Alexander if interested in arranging activities. A committee is meeting with Vice Provost Jerry Reel to propose that employees be given the opportunity to attend one 3-credit hour course and or 4-credit hour with lab free of charge. The University calendar will be loaded in DORIS by October and will show all events. It isn't sure who are what area is responsible for updates to the calendar. (*Secretary's note - Margaret Pridgen from News Services is responsible for the calendar.*)

Communications - JoAnn Abernathy reported that the newsletter is completed for the September meeting. A special newsletter will be printed after the meeting if Paul Michaud presents budget information. The title of the Commission has not been officially changed to "Classified Staff Commission" to date.

Scholarship Committee - Ben Morton reported that he is preparing for the presentation at the September meeting to provide Scholarship information to representatives. A handout will be provided. Marvin Carmichael from Financial Aid Office is working with Ben to change the current contract as we are proposing to show that we will provide one scholarship for financial need and one for merit. Patsy suggested that we look at the option of employees giving a memorial as part of the Scholarship program.

Treasurer's Report - Lynn Reeves reported that Alan Godfrey will serve in her place during her maternity leave.

Old Business - Past Presidents will attend the new employee orientation meetings beginning September 11, 1992. Ruth Taylor will be asked to attend that meeting.

The name change was presented to Executive Commission by Cecil McCaskill and approved. The motion will be presented at the September meeting to be approved by the full Commission. Ben asked if he needed to request a vote after the Scholarship presentation. Cecil responded yes, a vote was needed. Cecil asked about the letters regarding EPMS to supervisors of Commission representatives. Dick Simmons responded that those letters have not been mailed to date but should be out soon.

New Business - Ron Alexander of the Wellness Center has requested that two people sit in a Wellness Advisory Committee. The group would meet twice yearly. Sandy asked for volunteers. Sandy reminded the Executive Committee that Dr. Lennon had sent out correspondence regarding amorous relationships with students. Sandy also urged all to assist with Hurricane Relief efforts on campus. Student groups have donation areas set up at the Library as well as other locations. Sandy reported from the President's Cabinet that the news isn't good regarding budget. President Lennon wants the University employees to understand that the proposed Golf Course is not a priority and the funding is private. In addition the Capital Fund is designated for academic programs and that money cannot be used for staff. Vice-president Almeda Jacks will hold the Open Forum for Student Affairs on Wednesday in Tillman Hall. A committee has been designated to look at the budget cuts in Ag and Natural Resources and make recommendations. Phil Howard reported that he had been asked by

VP Almeda Jacks to investigate information about day care issues.
Phil also reported that the Aids Quilt Ceremoney is on Wednesday,
September 2, 1992 at 6:00pm in the Palmetto Ballroom.

Adjourned at 3:50pm.

Recorded by Teri Alexander.

NEXT MEETING - Monday, September 28, 1992 - 2:15pm -
Room 114 Conference Room - University Square.